



**Delaware Open Data Council  
Final Meeting Minutes  
9/10/2018**

**Location:** DTI Conference Room A/B at 801 Silver Lake Blvd, Dover DE and DOL 4425 N. Market Street, 3<sup>rd</sup> floor Blue Room, Wilmington, DE

**Council Members:**

Member Name	Present	Member Name	Present
Rhonda Lehman, DTI (Chairperson)	Y	George Sharpley, DOL	Y
Dana Rohrbough, DOS/GIC (Co-Chairperson)	Y	Courtney Stewart, DOS	Y
Kim Chandler, DSHS		Dean Stotler, OMB	Y
Joanna Champney, DOC		Steve Yeatman, DSCYF	Y
Chuck Longfellow, DOE	Y	Bob Zimmerman, DNREC	Y
Jill Fredel, DHSS		Karen Smith, DHR	Y
Cynthia Karnai, DSHA		Stacey Hoffman, DDA	
Todd Reavis, DOT	Y	Jessica Borcky, OGov	Y
Leslie Poland, DOF	Y		

**Guests/Public:**

- Mike Mahaffie, DNREC
- Erin Wilson, DNREC
- Philisa Weidlein-Crist, DOC
- Miriam Pomillio, OMB Office of State Planning
- Debbie Sullivan, DTI FirstMap Team
- David Ginzberg, Open Data Delaware
- Ryan Harrington, Open Data Delaware
- Kathy Stott, DTI

The meeting was called to order at 1:15 PM

**Welcome / Introductions**

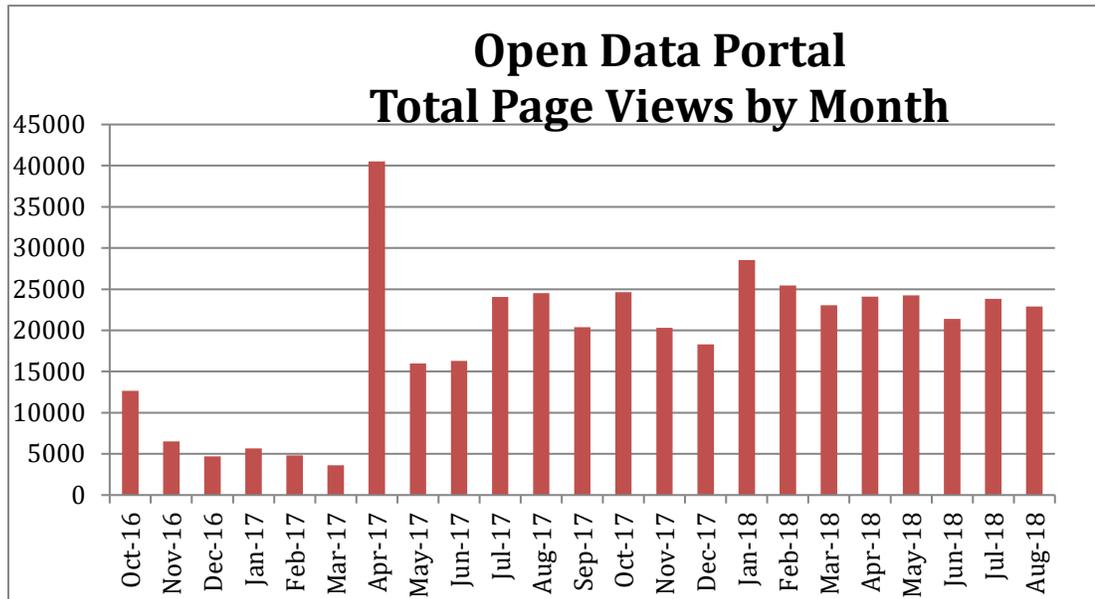
Rhonda Lehman gave a quick introduction to the new Council members, Todd Reavis of the Department of Transportation and Chuck Longfellow of the Department of Education.

**Review/Approve Meeting Minutes (Meeting on 05/14/18)**

Dean Stotler made a motion to approve the minutes. Courtney Stewart seconded the motion. The minutes were unanimously approved by the Council.

## Updates

- **Dataset Updates**
  - There are now 53 datasets published in the portal.
  - Two new datasets were added, Grants for Weatherization Services (DNREC) and Delaware Opportunity Zones were published in FirstMap. The Delaware Opportunity Zones is an initiative through the Governor's Office . There will be a dashboard and website associated with this.
  - **Datasets in Progress/On the Radar:**
    1. Open Budget (OMB) – The Governor wants the budget posted online. We have kicked off a project with OMB to implement the Socrata Open Budget module. This should be a fairly simple implementation to have ready for the Governor's recommended budget in January 2019.
    2. eMarketplace Transactions (OMB)
    3. Delaware Population Consortium datasets – newest set will come out in October
    4. Medicaid Payments (DHSS)
    5. Drinking Water (DHSS)
    6. Alcohol Gallonage Reports (DOF)
- **Portal Statistics**
  - The statistics for the Open Data Portal and Open Checkbook sites were reviewed with the Council. These statistics are since 5/14/18.
  - Open Data Portal:
    - There have been 86,191 page views
    - The most popular datasets are:
      1. Delaware Business Licenses (28,675)
      2. Delaware Historical Business Licenses (3,860)
      3. Well Permits (1,568)
      4. State of Delaware Checkbook (1,131)
      5. DART Bus Schedules (952)



- Open Checkbook:
  - There have been 12,143 page views
  - 3,105 sessions
  - 2,582 users
  - 79.48% new visitors
  - Rhonda and Dana met with the Division of Accounting recently to discuss their Open Checkbook page views and the decline since they put a page in front of Open Checkbook. It seems to have caused a decline in their site hits. The extra page has been removed and we will see if the hits improve. Accounting was also asked to consider creating a tutorial for people to understand how to look up a vendor payment in the Open Checkbook site. A lot of state employees would benefit from knowing how to do this.
- Discussion occurred around the number of hits on the portal and whether we expected it always to be about this level. Rhonda believes that the hits will increase as we continue to make new data available.
- Dean Stotler inquired about the Restaurant Inspections dataset since this is a hot topic in the news. Rhonda Lehman explained the history of why the dataset had to be removed, the data is in a very old application and extraction caused inaccurate data. A new Food Inspection application is being written and should be implemented soon. Then, the data will be published to the Open Data Portal again. The state does not want to publish inaccurate data.
- Bob Zimmerman asked whether we could publish statistics on the number of state business transactions conducted online throughout the state. DNREC is also thinking about making FOIA requests available

online. DTI hasn't thought about this, but it could be looked at for feasibility.

- A meeting was held with Delaware State Police and DELJIS this morning to discuss publishing data regarding crashes, DUI arrests, crime, sex offenders (tiers 2 and 3), agency demographics, and use of force. This will be reviewed by the DAGs to ensure that there are no legal issues prohibiting the release of this data.

- **Data Standards and Policies**

DTI had a project going on to create a PII policy. DTI thinks this information should be added to the existing data management policies. The Council members were asked if they wanted to participate in work groups to review and update these policies. Dean Stotler volunteered. DOT and DNREC agreed to each provide a member to participate. Bob Zimmerman stated that DNREC has drafted a PII policy, but doesn't know the current status.

- **Federal Data Strategy**

Rhonda Lehman is a member of an organization of state Chief Data Officers (or similar roles) called the State CDO Network. This group had a recent presentation from the federal government on the Federal Data Strategy that is under development. It can be found at this website, <https://strategy.data.gov/>. The federal data strategy is being developed in phases, approximately every six months. The first phase under review is areas of exploration, a mission and 10 principles. The State CDO Network provided some formal feedback to the federal government. They invite public comment via their website. Practices will come out next and then an Action Plan.

### **Dataset Suggestions and Comments**

Only one new dataset suggestion has been received since last meeting, Alcohol License information. Rhonda reached out to DSHS about this.

### **Action Items**

- Dataset Inventory due September 30, 2018 per Executive Order # 18. A few have been received so far. This should be any data that can be provided to the Open Data Portal even if not ready in the near future.
- Rhonda offered to give a presentation to the leadership in any agency to describe what open data is, demonstrate the portal, and discuss the Executive Order.
- Open Data Action Plan – There is a subcommittee meeting today at 3:00. Subcommittee members include Rhonda Lehman, Dana Rohrbough, Todd Reavis, Bob Zimmerman, Mike Mahaffie, Jessica Borcky, and Steve Yeatman. All other members are welcome to join the subcommittee meeting. The

public is also welcome to attend. Rhonda Lehman reviewed the federal Open Data Action Plan and information in other states action plans. We may wish to consider some of these items in our own action plan.

- Dean Stotler asked whether we should consider some data from higher education. Rhonda Lehman stated that we should consider including data from agencies that are not just executive branch agencies and inviting them to participate through subcommittees.
- Bob Zimmerman asked if there was any consideration to having a website for someone to obtain permits and see the current status. Dana Rohrbough described the Delaware Business One Stop application that is under development. Bob would also like to see metrics associated with how long it typically takes to get a permit.

### **DNREC Environmental Perspectives**

Erin Wilson, DNREC, gave a presentation on the Environmental Perspectives site, found at <https://perspectives.dnrec.delaware.gov/>. This is a software module purchased by DNREC from Socrata that enables end users to create stories around data. Funding came from the Regional Greenhouse Gas Initiative. DNREC has created stories around horseshoe crabs, clean air, WATAR, green energy grants, wetlands, marine debris, beaches, etc. The purpose of this project is to help the public understand what DNREC does and how it affects their daily lives. The pages show data and how it has led to fact-based decision-making. DNREC went live with Environmental Perspectives in August 2018. The stories are accessible from various points in the DNREC website and the Open Data Portal. There are 34 stories that have been developed so far.

Dean Stotler asked how we could get information back from the public based on things they produce from open data we make available. Rhonda Lehman suggested that we could create a page under our Council website that we can collect feedback from the public on things they have learned from our data.

### **Open Data Challenge 2019**

David Ginzberg gave a presentation about the Open Data Challenge held earlier this year in partnership with DNREC, DelDOT, and DOS. He spoke about the types of projects they have been working on in Open Data Delaware at their meetups. He talked about the general type of format they like to follow for an Open Data Challenge. These challenges help the community gain a better understanding of government functions, engages the public with local issues, and development of skills involved to build technical projects. It helps the government agency understand community challenges, validate existing solutions, and gain valuable ideas and approaches. About 40-50 people were engaged throughout the process and there were approximately 150 at the final presentations.



Open Data Delaware would like to partner with one or more agencies in next year's challenge:

- Engage with the public in a different way
- General problem that you would like to see potential solutions
- Comfort with exploring a more open-ended approach

Contact David Ginzberg or Ryan Harrington if you are interested in pursuing this or discussing further.

**Open Discussion**

None

**Next Steps**

The Council will continue to meet the second Monday of every other month. Due to a state holiday, the next meeting will be held on 11/15/18 at 1:00 PM. Future meetings are 01/14/19, 03/11/19, 05/13/19, 07/08/19, and 09/09/19.

**Public Comments**

No public comments.

**Adjourn**

The meeting adjourned at 2:58 pm.